

**CABINET – 11 June 2018
Decision List**

Notes:

All decisions in this Decision List which are not identified as RECOMMENDATIONS to Council are capable of being "called-in" under Section 8 of Chapter 4, Part 3 of the Constitution. If not called-in, they will take effect on the expiry of 5 clear working days after the publication of this decision list.

For the avoidance of doubt, the deadline for a call-in request for this decision list will be **June 19 2018**

The officer listed as taking action will generally be the author of the original report unless otherwise notified to the Democratic Services Team.

ACTION BY

ITEM 7: OVERVIEW AND SCRUTINY MATTERS

DECISION RESOLVED

That the Annual Action Plan 2018 – 2019 should include the following:

- 1. Clear outcome-based targets, where appropriate.**
- 2. Outcome-related results for areas that are “ambitions” rather than numerical targets.**
- 3. Clarity about previous performance.**
- 4. A narrative report attached to explain significant variances.**
- 5. Benchmark figures (when an authority of similar size and location is providing the same service)**

Helen Thomas
Policy and Performance Management Officer
Tel 01263 516214

ITEM 8: 2017/18 OUTTURN REPORT (PERIOD 12 BUDGET MONITORING REPORT)

DECISION RESOLVED

To recommend the following to Full Council:

- a) The provisional outturn position for the general fund revenue account for 2017/18;**

Duncan Ellis
Head of Finance and Asset Management
01263 516330

<p>b) The transfers to and from reserves as detailed within the report (and appendix C) along with the corresponding updates to the 2018/19 budget;</p> <p>c) Transfer part of the surplus of £994,259 to the Capital Projects Reserve to support the capital programme;</p> <p>d) The financing of the 2017/18 capital programme as detailed within the report and at Appendix D;</p> <p>e) The balance on the General Reserve of £2.196 million;</p> <p>f) The updated capital programme for 2018/19 to 2021/22 and the associated financing of the schemes as outlined within the report and detailed at Appendix E.</p>	
<p><u>ITEM 9: TREASURY MANAGEMENT ANNUAL REPORT 2017/18</u></p> <p>DECISION RESOLVED:</p> <p>That the Council be asked to RESOLVE that The Treasury Management Annual Report and Prudential Indicators for 2017/18 are approved.</p>	<p>Lucy Hume Chief Technical Accountant 01263 516246</p>
<p><u>ITEM 10: DEBT RECOVERY 2017/18</u></p> <p>DECISION RESOLVED:</p> <p>1) To approve the annual report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and performance in relation to revenues collection.</p> <p>2) To approve the updated Debt Write Off Policy (shown in Appendix 2)</p> <p>3) To approve the updated Benefit Overpayment Policy and the use of High Court Enforcement Agents if considered necessary (shown in Appendix 4)</p>	<p>Sean Knight Revenues Manager 01263 516347</p>

<p><u>ITEM 11: REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS</u></p> <p>DECISION RESOLVED:</p> <p>To recommend that Full Council agrees to the proposed timetable for the statutory review of polling districts, places and stations.</p>	<p>Oliver Corri Electoral Services Manager 01263 516350</p>
<p><u>ITEM 12: JOINT BACTON AND WALCOTT COASTAL MANAGEMENT SCHEME – PROGRESS AND CDM/DESIGN/MONITORING SPECIALIST APPOINTMENT</u></p> <p>DECISION RESOLVED:</p> <p>To:</p> <ul style="list-style-type: none"> a) Suspend Standing Orders to appoint Royal Haskoning DHV to provide Construction Design Management, Design advice and related activities (including development of scheme Monitoring and Integrity Management Plan) in the delivery of the Bacton / Walcott Sandscaping Project up to a maximum sum of £125,000. b) Commence the process of Planning Consent, Marine Management Organisation Licence and other applications for consent as required. c) Commence the process for Coast Protection Notification. 	<p>Rob Goodliffe Coastal Manager 01263 516321</p>
<p><u>ITEM 13: EXCLUSION OF PRESS AND PUBLIC</u></p> <p>DECISION RESOLVED:</p> <p>That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 of Part I of Schedule 12A (as amended) to the Act.</p>	

ITEM 14: LEASE OF LAND AT CROMER AND FAKENHAM FOR GYPSY AND TRAVELLER SHORT STAY STOPPING PLACE

Renata Garfoot
Estates and Asset Strategy Manager
01263 516086

DECISION RESOLVED:

To recommend to Full Council:

- a) That Delegated Authority is given to the Corporate Director and Joint Head of Paid Service (Steve Blatch) in consultation with the Portfolio Holder for Assets (Cllr Richard Price) to finalise lease renewals for both the Cromer and Fakenham sites to be negotiated on the same terms as the existing leases.
- b) An annual revenue budget provision to be established to cover the lease costs over the life of the new lease agreements as outlined in paragraph 12.3, to be reviewed annually, including an annual R&M budget of £1,000 per site.
- c) A sum of £10,000 for works to be funded from the Asset Management Reserve.
- d) To instruct officers to explore options for the continued delivery of the sites at the end of the future term of the leases.